



## PLANNING and DEVELOPMENT SERVICES DEPARTMENT TEMPORARY 90 POLICY

EFFECTIVE 01/19/10 - 04/19/10. MAY BE EXTENDED AT DIRECTOR'S DISCRETION.

<b>POLICY NAME:</b>	Pima County Health Department Permit Documentation		
<b>DIVISION/SECTION:</b>	PDSD Permits	<b>CONTACT:</b>	Permit Counter Supervisor
<b>POLICY TYPE:</b>	Internal and External	<b>EMERGENCY?</b>	Yes

**PURPOSE:** In conjunction with the issuance of Planning and Development Services Building Code, (PDSD) permits, certain food service related establishments are required to obtain approval from the Pima County Health Department. This policy will help ensure that the applicant has made a prior application and had ultimately received approval from the Pima County Health Department for these permits.

**POLICY:** Food service establishments seeking building permits from PDSD which require a separate permit issued by the Pima County Health Department shall:

- Prior to the Building Permit plan application submittal to PDSD, the applicant must present a receipt that the application for the necessary Health Department permit (s) has been made to Pima County. This documentation may be in the form of a copy of the receipt or verified by PDSD staff via the Pima County permits website.
- At the time of Building Permit issuance by PDSD, the applicant shall present documentation that the Pima County Health Department had issued an approval for the aforementioned permit. This documentation may be in the form of an issued plan set or verified by PDSD staff via the Pima County permits website.

**DIRECTOR APPROVAL:**

\_\_\_\_\_  
Ernie Duarte

Date \_\_\_\_\_

CFT use only		EMT Review Date:	
EMT Approval Date:		Posting Date:	01/14/10
PDSD Policy Number:	2010-01 (I)(E)	Effective Date:	01/19/10-4/19/10